



HOWARD COUNTY HISTORIC PRESERVATION COMMISSION
ELlicott City Historic District ■ LAWYERS HILL Historic District
 3430 Court House Drive ■ Ellicott City, Maryland 21043

Administered by the Department of Planning and Zoning

www.howardcountymd.gov
 410-313-2350
 FAX 410-313-3467
 TDD 410-313-2323


**HPC EXECUTIVE SECRETARY
 EXEMPTION DETERMINATION FOR MINOR ALTERATIONS
 AND TAX CREDIT PRE-APPROVAL**

APPLICANT INFORMATION:	PROPERTY INFORMATION:
Jill Koehler 3775 Old Columbia Pike Ellicott City, MD 21043	Property Address: 3775 Old Columbia Pike Minor Alteration Case Number: MA-20-43 Property Information: Map 251, Parcel 251
OWNER INFORMATION:	HISTORIC DISTRICT INFORMATION
Jill Koehler 3775 Old Columbia Pike Ellicott City, MD 21043	Ellicott City Historic District <input checked="" type="checkbox"/> Lawyers Hill Historic District <input type="checkbox"/>

PROPOSED WORK:
The Applicant proposes to replace the gutters on the historic portion of the home with new gutters. The existing gutters are white K-style and will be replaced in-kind to tie into and match the other gutters on the house that are not being replaced. Some of the existing gutters are damaged and some are improperly sloped. The full perimeter of the original house needs to be replaced. Some fascia may need to be repaired in order to repair the gutters and will be replaced in-kind with wood, if needed.

COMPLIANCE WITH GUIDELINES:
The Executive Secretary has determined that the proposed work is considered a minor alteration and is consistent with the Guidelines as referenced below.
Chapter 6.E: Rehabilitation and Maintenance of Existing Buildings; Roofs, Gutters and Gutters
<ol style="list-style-type: none"> 1) To avoid damage to the structure, gutters and downspouts should be properly sized for the roof area and maintained in good condition, free of obstructions, clogs and misalignments. 2) Use gutters and downspouts of painted metal or prefinished aluminum in a color consistent with the building's exterior walls or trim. Locate downspouts along natural vertical lines and corners of the building.

COMPLIANCE WITH COUNTY CODE SECTION 20.112 FOR TAX CREDIT PRE-APPROVAL:
The Executive Secretary has determined that the proposed work is eligible for historic property tax credits and is consistent with the County Code as referenced below.
<ol style="list-style-type: none"> 1) The repair or replacement of exterior features of the structure; 2) Work that is necessary to maintain the physical integrity of the structure with regard to safety, durability, or weatherproofing; 3) Maintenance of the exterior of the structure, including routine maintenance as defined in section 16.601 of the County Code.

Date Posted to HPC Website:	Executive Secretary Signature
9/30/2020	DocuSigned by:  9/30/2020 2009CGB04D534A7... Beth Burgess, Executive Secretary Historic Preservation Commission

**3775 Old Columbia Pike, Ellicott City
Minor Alteration Determination**

AFTER 5 DAYS POSTING ON WEBSITE:

Written Objection WAS NOT Received:	Written Objection WAS Received:	Date Issued:
<input type="checkbox"/> No written objection was received and the proposed work was determined to be a minor alteration, not requiring Commission approval.	<input type="checkbox"/> Yes, a written objection was received. A Certificate of Approval is required.	

Executive Secretary Signature

Beth Burgess, Executive Secretary Date
Historic Preservation Commission

**IMPORTANT
APPLICANT INFORMATION**

1. As the work progresses, if you find that changes to the pre-approved work are necessary, you must contact the Historic Preservation Commission Staff representative to determine if the proposed changes must be approved.
2. In order for labor to be eligible for the tax credit, the contractor must hold an active MHIC license or other applicable license. All invoices must include the contractor's license number and a clear, itemized scope of work for each item being claimed.
3. Submit receipts and canceled checks for materials or contracts showing that the invoice has been paid. Copies of receipts are acceptable.
4. Indicate the total amount of tax credit being claimed on the application form.
5. Submit photographs showing the completed work.

When the work has been completed, submit the Final Tax Credit Application form and your application will be scheduled for the next available Commission meeting for which it meets the application deadline. A dollar amount of tax credit will be approved based on the receipts, checks, contracts, and documentation submitted. The final approval will then be forwarded to Howard County Department of Finance.

HOWARD COUNTY HISTORIC PRESERVATION COMMISSION

GENERAL APPLICATION FOR CERTIFICATE OF APPROVAL AND TAX CREDIT PRE-APPROVAL

SUBMIT 10 COPIES of this application package, including all supporting materials required on pages 2-5 of this application to Howard County Department of Planning and Zoning. Applications must be received no later than 5:00 pm 22 days prior to the meeting. Applications can be submitted via mail, but may result in missing the deadline. Applications are not accepted via email or fax.

Address: 3430 Court House Drive, Ellicott City, MD 21043

Meeting Information

The Historic Preservation Commission (HPC) meets at 7:00 pm generally on the first Thursday of each month at 3430 Court House Dr., Ellicott City, MD. Please contact us regarding emergency applications.

Questions

Please contact Samantha Holmes, Historic Preservation Planner at 410-313-4428 or sholmes@howardcountymd.gov.

FOR STAFF USE ONLY

Application #:

HPC -

MA - 20-43

Meeting Date:

posted online

Date Received:

RECEIVED

By Samantha Holmes at 10:45 am, Sep 28, 2020

PROPERTY INFORMATION

Address of Subject Property: 3775 OLD COLUMBIA PIKE, ELLICOTT CITY MD

Name of Property Owner: JILL KOEHLER & ALEX IWASKIW

Historic District (please check): Ellicott City Local Historic District Lawyers Hill Local Historic District

Is this property listed on the Howard County Historic Sites Inventory? Y N #HO- _____

APPLICANT INFORMATION

Name of Applicant (please only provide one name for contact purposes): JILL KOEHLER

Mailing address: 3775 OLD COLUMBIA PIKE, ELLICOTT CITY MD 21043

Phone No. (W) 443-386-8066 (H) 410-718-3554

Email: JILCKOEHLER@YAHOO.COM Contact Preference: (W) PHONE

BELOW FOR STAFF USE ONLY

Tax Account Number: _____

Map _____ Parcel _____

Part 1: General Application for Certificate of Approval

ALL APPLICATIONS MUST INCLUDE: The information required in this checklist must be provided or the application will be incomplete and may be rejected for consideration by the Commission. Please check each box below to confirm you have provided this information.

- Labeled, color photographs of existing property conditions, printed on 8.5x11 paper, no more than two images per page. Do not submit individual 4x6 photographs.
- A detailed description of the proposed work (include below or provide on a separate sheet of paper if more space is needed— do not add proposed work into the Guidelines justification section).
- Product specification sheets/photographs of product that clearly shows materials, colors, and dimensions.
- Plot plan of property, site plans, or elevations (as applicable to proposal; but required for any new construction).
- For major alterations: elevation drawings of proposed structure indicating dimensions, design, height, color, and materials. Product spec sheets are required for all new elements.
- A completed Part 2 of this application (page 3-4). Application may be rejected if not complete. If Part 2 is not suitable for your project, please type up a detailed explanation on a separate piece of paper.
- A completed Part 3 of this application (page 5) if you seek tax credits for any work.
- A completed Part 4 of this application (page 5). If the owner is not the applicant, the owner's signature is also required.
- I have read the Ellicott City or Lawyers Hill Design Guidelines and find my proposal complies with the recommendations in the Guidelines, as indicated below.

DESCRIPTION OF PROPOSAL: If more room is required, please provide write up on a separate sheet of paper to best organize proposed work. Continue to Part 2 (page 3-5) to complete required checklists.

Some of our gutters are damaged, and some are improperly sloped. The full perimeter of the original house ("upper story" in the quote) needs to be replaced. Note that we are not repairing or replacing gutters on the rear addition (built 2005). Note: Some fascia may need to be repaired in order to repair the gutters (to be determined during repair work).

DESIGN GUIDELINES: Consult the Ellicott City or Lawyers Hill Design Guidelines on the Howard County website at <https://www.howardcountymd.gov/Departments/Planning-and-Zoning/Conservation-and-Preservation/Historic> and provide a brief description of how the proposal meets the recommendations of the Guidelines, including the applicable chapter and section. Please type up on a separate sheet of paper if more space is needed.

Chapter 6, Section E. Recommendation is to use painted or pre-finished aluminum (color to match trim). Proposed product is white aluminum, which matches the original trim and gutters.

Part 2: General Application for Certificate of Approval Checklist

TYPE OF ALTERATION: Please check the appropriate box for the proposed work and fill in required blanks. Specs sheets and photos must be provided or the application may be considered incomplete and rejected for consideration by the Commission.

You may create your own document if it better explains the project, be sure to include details such as materials and colors for all existing/previously existing and proposed features.

DOORS AND STORMS DOORS: Refer to page 35 of the Ellicott City Guidelines and pages 26-29 of the Lawyers Hill Guidelines.

Existing Type: _____

Proposed Type: _____

Existing Color: _____

Proposed Color: _____

Existing Material: _____

Proposed Material: _____

Additional Info Included: Yes No

Specs/Photos Included: Yes No

Is this item being repaired? Yes No

Is this item being replaced? Yes No

I seek tax credit pre-approval for this item.

For any proposed door replacement—the spec sheets must show the actual panel and window arrangement of new doors. Photos of existing doors should indicate the location on the house of any door proposed to be replaced.

WINDOWS: Refer to page 38 of the Ellicott City Guidelines and page 26 of the Lawyers Hill Guidelines.

Existing Material: _____

Proposed Material: _____

Existing Color: _____

Proposed Color: _____

Existing Sash Arrangement: _____

Proposed Sash Arrangement: _____

Additional Info Included: Yes No

Specs/Photos Included: Yes No

Is this item being repaired? Yes No

Is this item being replaced? Yes No

I seek tax credit pre-approval for this item.

For any proposed window replacement—the spec sheets must show the actual sash arrangement of the new windows. Photos of existing windows should indicate the location on the house of any window proposed to be replaced.

WALLS/SIDING: Refer to pages 25-30 of the Ellicott City Guidelines and pages 21-24 of the Lawyers Hill Guidelines.

Existing Material: _____

Proposed Material: _____

Existing Color: _____

Proposed Color: _____

Additional Info Included: Yes No

Specs/Photos Included: Yes No

Is this item being repaired? Yes No

Is this item being replaced? Yes No

I seek tax credit pre-approval for this item.

Part 2: General Application for Certificate of Approval Checklist

TYPE OF ALTERATION: Please check the appropriate box for the proposed work and fill in required blanks. You may create your own document if it better explains the project, be sure to include details such as materials and colors for all existing/previously existing and proposed features.

PAINTING: Refer to page 50 of the Ellicott City Guidelines and page 31 of the Lawyers Hill Guidelines.

Existing Color: _____

Proposed Color: _____

Paint Chip Included: Yes No

Area(s) to be painted: _____

Additional Info Included: Yes No

I seek tax credit pre-approval for this item.

ROOF: Refer to page 31 of the Ellicott City Guidelines and page 26 of the Lawyers Hill Guidelines.

Existing Material: _____

Proposed Material: _____

Existing Color: _____

Proposed Color: _____

Additional Info Included: Yes No

Specs/Photos Included: Yes No

Is this item being repaired? Yes No

Is this item being replaced? Yes No

I seek tax credit pre-approval for this item.

SHUTTERS: Refer to page 42 of the Ellicott City Guidelines and page 28 of the Lawyers Hill Guidelines.

Existing Type: _____

Proposed Type: _____

Existing Color: _____

Proposed Color: _____

Existing Material: _____

Proposed Material: _____

Additional Info Included: Yes No

Specs/Photos Included: Yes No

Is this item being repaired? Yes No

Is this item being replaced? Yes No

I seek tax credit pre-approval for this item.

OTHER (such as lighting, railings, other repairs, tree removal, demolition, etc. Please explain in detail): Refer to applicable Guidelines. For signs please use separate Sign Application. For New Construction use separate New Construction Application. Please attach additional pages as necessary or write up separate document.

Description: Gutter repair/replacement. Note, this may require localized repair of fascia (as needed). Fascia repair is shown on quote as price per linear foot, amount TBD.

Specs/Photos Included: Yes No

Additional Info Included: Yes No

Is this item being repaired? Yes No

Is this item being replaced? Yes No

I seek tax credit pre-approval for this item.

Part 3: Historic Property Tax Credits

Historic Property Tax Credits 20.112 and 20.113 Eligibility Requirements

Please check the appropriate box:

In accordance with Sections 16.606, 20.112 and 20.113 of the Howard County Code, I request the pre-approval of eligible work to qualify for property tax credits for the following preservation and restoration work:

- A structure listed on (or eligible for inclusion in) the Howard County Historic Sites Inventory and is designated by the Commission as historically significant.
- An existing principal structure or historic outbuilding located within a local historic district in Howard County, which is determined by the Commission to be of historic or architectural significance, or to be architecturally compatible with the historic structures in the district .
- A landscape feature located within a local historic district or listed on the Historic Sites Inventory, which is determined by the Commission to be of historic or architectural significance.
- A cemetery, at least 50 years old, not operated as a business, which is listed on the Howard County Cemetery and Gravesites Inventory under Section 16.1303 of the County Code.

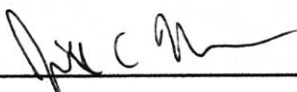
Please Note: There is a separate application for final tax credit approval. Copies of cancelled checks, receipts and paid invoices are required for final approval. Invoices should be itemized to separate repairs to the items pre-approved from those that are not eligible for the tax credit.

Part 4: Authorizing Signature to Submit Application:

I hereby certify by the below signatures(s) that the information supplied herewith is correct and complete and authorizes such periodic on-site inspections by the Department of Planning and Zoning and its agents as may be necessary to review this application and any petitions filed in connection herewith and to enforce the Historic District Guidelines and other applicable laws. This right-of-entry shall continue until all administrative appeals pertaining to the property have been exhausted. I have read and understand the above terms regarding the Historic Property Tax Credit Programs.

SIGNATURE(S):

If the Applicant is not the owner of the subject property, the owner's signature authorizing the proposed work is required .



Applicant or Authorized Agent

9/22/20

Date

Owner (if different than Applicant)

Date

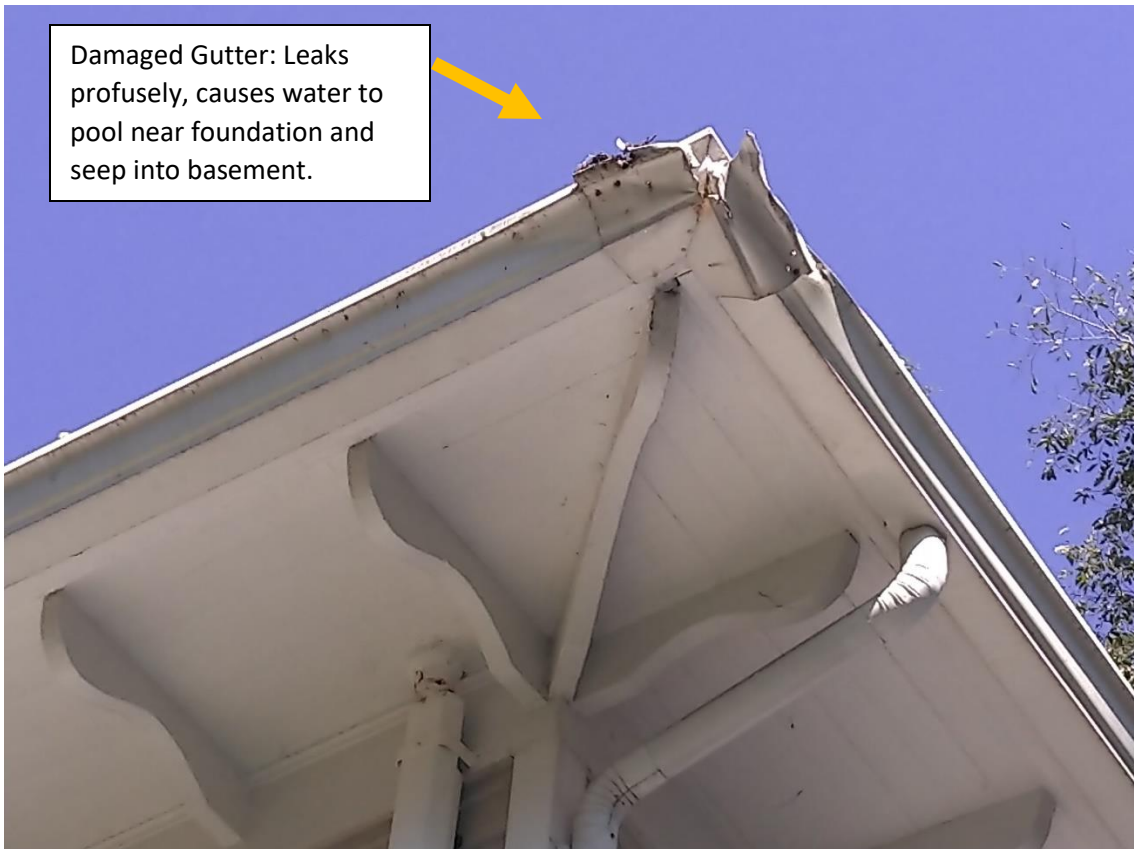


Damaged gutter

Some gutter sections are improperly sloped.

Full perimeter of upper story gutter must be replaced in order to properly fix damage and improper slopes.

View: Right side of house (looking east)



Damaged Gutter: Leaks profusely, causes water to pool near foundation and seep into basement.

View: Close-up of damaged gutter



Aerotech Gutter Service of Metro DC
7045 Kit Kat Road
Elkridge, MD 21075
MHIC#69716
VHIC#2705162365



A+ rated

Date: 9/3/2020
Estimator: David Leek

Working with Aerotech is as easy as 1..2..3!

1. Choose your GUTTER CLEANING PLAN below:

*** If printing this agreement, please circle your plan ***

Service Name	Estimate Description	Amount
Quarterly(4) Gutter Cleaning Plan	TOTAL PLAN PRICE > (Not Including Optional Services)	540.00
• Gutter Cleaning Service	• Sept 2020	135.00
• Gutter Cleaning Service	• Dec 2020	135.00
• Gutter Cleaning Service	• Mar 2021	135.00
• Gutter Cleaning Service	• Jun 2021	135.00
Optional - Underground Drain Testing	Sept 2020 & Mar 2021 - Aerotech will test your (3) underground drains and report any blockages	60.00
Gutter Repair Service	Remove & dispose of existing K-style gutter & 3" round downspouts at upper story of home. Supply & install 6" WHITE .032 seamless aluminum K-style gutter using heavy duty hidden hangers screwed every 2 feet and WHITE 4" ROUND downspouts at existing locations. Remove & dispose of existing (Poorly designed/disconnected) downspout at left side of home/ lower roof at rear. Supply & install new WHITE aluminum 3x4 downspout at existing location. Deposit Amount Required - \$690.00 <u>Additional Charges Not Included in Total Price:</u> IF Necessary Roof Flashing will be installed at \$3.00 per lin ft. Rotting Fascia Boards will be replaced at \$11.00 per lin ft.	2070.00

2. Confirm that your CONTACT INFO below is correct:

Service Address

Iwaskiw, Alex
3775 Old Columbia Pike
Ellicott City, MD 21043

asi001@bucknell.edu

cell:443-280-7118
home:

Billing Address

Alex Iwaskiw
3775 Old Columbia Pike
Ellicott City, MD 21043

work:
other:

If any of this information is incorrect, please call or email to update us.

3. Please SIGN BELOW To Accept The Agreement

As the owner (or authorized designate of the owner) of the service address listed above, I hereby grant Aerotech Gutter Service of Metro DC permission to complete the work specified above for the amount specified above. I have read and accept all terms & conditions.